

FIRE PROTECTION POLICY BOARD

May 15, 2002

**General Administration Building
Olympia, WA**

Board Members Present: Chair Sharon Colby, Pat Jollota, Jim Potts, Jim Broman, Joe Coultman and Mark Kahley and TJ Nedrow

WSP Staff Present: State Fire Marshal Mary Corso, Ellen Tombleson and Lieutenant Kevin Zeller

OPENING

Chair Sharon Colby called the meeting to order at approximately 9:20. Introductions were made and the agenda was approved as written, with the addition of Election of Officers, under New Business.

Jim Potts moved, and Pat Jollota seconded to approve the minutes from February 20, 2002. Motion carried unanimously. The minutes from the February 20, 2002, meeting were approved as written.

STATE FIRE MARSHAL REPORT – State Fire Marshal Mary Corso reported on the following items:

OSPI Contract – Mary reported that on March 28, 2002, the Governor signed language to allow the State Fire Marshal to provide a full service plan review function that included plan review inspection and final acceptance testing. A contract agreement was signed with OSPI, and a project employee has been re-hired to continue with school construction program in those areas of the state that do not have expertise. Mary clarified that her office is only involved in major projects, where the local area does not have technical expertise. In answer to Sharon Colby's question if all schools are required to have sprinklers, Mary advised that new construction projects and remodeling require sprinklers. There was a concern expressed regarding older buildings that are not inspected on a regular basis. Mary did clarify that if they do remodel, they are required to have sprinklers in the remodeled/addition portion, but they do not have to retro-fit the entire building.

Surveys – Mary advised that she was working with Dr. Cedarbloom, of the WSP Human Resource Division staff to develop survey instruments as a result of comments received from the users of the North Bends Fire Training Academy. It is intended that the surveys will be used to obtain information from those people who do and do not use the FTA. The counties that do use the FTA will be queried to determine if they have seen improvements, do they like what they are seeing, what are some of the issues in the future that they feel need to be dealt with. Mary advised that the survey will be made available to the FPPB at their Work Session in July.

This survey instrument will also be developed for inspection services and will be done through the use of a comment card, to be left with the facility administrator. It will measure courtesy and helpfulness, assistance in problem solving and identification of issues that would assist the facility. Mary stressed that it is the Bureau's goal to move toward developing a relationship with health care administrators that would encourage them to be self-inspecting and comfortable if they have issues between inspections. Mary advised that her office will provide in-service training to facilities, provided by DSFMs who will stress the importance of fire drills, and the reasons for other general safety requirements. Mary advised that it is intended that these 2 surveys will be completed by mid-summer.

Legislative Packages –

- **License Fees** - Mary advised that her staff is working with SFMO partners (DOH, DSHS) to add a fee to licensing of facilities to ensure a funding stream to her than general fund to allow the Bureau to meet the statutory obligation for inspection. If this is not successful, Mary expressed that serious consideration needs to be given at removing some of the responsibility outlined in the RCWs that has not been provided resources to accomplish.
- **FPPB Accreditation of Fire Departments** – Mary advised that FPPB legislation was put forward to assist fire departments in Washington State to accredit their departments. The State Fire Marshal will explore the possibility of using funding from the FFI program to accomplish this, as it ties right back to the fire service being prepared in the basics.
- **FFI Program** – Mary advised that to assist small, rural fire departments with accomplishing basic training, that four full-time or temporary employees would be hired. Mary reported that we were anticipating approximately 1.2 million to come into the fund from the 20% of the 2% insurance premium tax. Last year 1.6 million was received, this year 1.8 million will be received, therefore, funding was available for this effort.

Other Policy Level Issues that were put forward include:

- Adding the State Fire Marshal on the State Building Code Council
- Civil Penalties for the Fireworks Licensing Program (Placeholder)
- Fire Sprinkler Licensing Program – Revocation of Licenses

Leadership Forum – Mary advised that during the last Forum meeting, a presentation was given regarding ferry system priorities. She provided copies of the packages provided by the Ferry System that addresses priority loading (going to, and returning from an incident) 24 hour service ability and ability to charge the fees to a fire department.

Mary introduced Lieutenant Kevin Zeller, who has replaced Lieutenant Steve Kalmbach in the Emergency Mobilization Division.

Mobilization Report – Mary advised that the final draft of the Mobilization Report came from the WSP Budget and Fiscal Office, and will be forwarded to the Governor’s Office this week. Joe Coultman and T.J. Nedrow represented the FPPB on the Committee that developed the report. Joe Coultman stated that he would like to discuss the report at a later time, to allow an opportunity to first study the report. Sharon asked the Board to review the report, and bring comments to the next meeting.

COMMITTEE REPORTS–

State Fire Defense Committee - Jim Graue provided an overview of the activities of the State Fire Defense Committee. He reported that a representative from the Private Resource Contractor group has been invited to their June meeting, to explain how they view their roles in mobilization. Jim stated that at this meeting, the State Fire Defense Committee will reiterate that private contractor resources are not allowed or recognized in statute.

Jim Graue advised that the Incident Management Teams are keenly looking at the issue of cost considerations, and will be more attentive to cost and utilization of resources.

In a discussion regarding pay rates, it was questioned if there could be the situation that fire departments were competing against each other for mobilization assignments, based on their costs. Jim advised that there should not be a profit-making situation. It was pointed out that rates are very disparate between career and volunteers, and that career resources that are responding in their home jurisdiction, should be doing so at their home jurisdiction rate.

Duane Malo pointed out that the rate of pay between career and volunteers, and portal-to-portal pay is two separate issues.

Jim provided a copy of the State Fire Defense Committee by-laws, pointing out that the changes include the elimination of membership terms. The terms are now set by the State Fire Defense Regional Boards. Another revision was adding that the Chair of the SFDC, with consent of the SFDC, will designate a representative to the Washington State Geographical Board.

MOTION: Jim Potts moved, and Pat Jollota seconded to adopt the State Fire Defense Committee by-laws. **Motion passes unanimously.**

E-911 Committee – Jim Potts provided an update on legislation that would allow jurisdictions to charge 1/10 of 1% sales tax to be used for communications. This legislation did pass and is now able to be put forth for a vote. This will allow the tax on a cell phone to be the same as on wire lines,. Jim advised that this committee will continue to function for the next five years, and that the meet every month on the third Thursday in SeaTac.

OLD BUSINESS

Pending List – The Pending List was reviewed, with no new items added.

NEW BUSINESS

Mobilization News Articles - Discussion was held on the newspaper articles relating to mobilization. Joe Coultman advised that he was concerned with the article that he saw in the Seattle Post Intelligencer, as the FPPB was not aware of the article, and he wanted to call attention to the articles, to ensure that the Board was aware of the articles and the issues they were directed to. A concern was raised as to how the articles may affect dealings with the Governor's Office and the legislature, and how it may change the perception of the public. Discussion was also held regarding the pay disparity between career and volunteer firefighters. It was agreed that the best way to counter this type of article, is to ensure that the Mobe Plan is as efficient as it can be.

Term Expirations – Due to the Governor's term limits, Pam Sullivan and Pat Jollota's terms may not be renewed. Sharon pointed out that according to the RCW, when a persons term is up, that they will remain active until a qualified replacement is made. Pam advised that she has met with her anticipated replacement, Ms. Janet Paulson, who is the Claims Manager for Pemco Insurance. Ms. Paulsen has been involved with the fire service in the past, as she was on the Fireworks Committee a few years ago. Pam believes that she will be a good addition to the Board. There has been no word received on a replacement for Pat.

Election of Officers –

MOTION: Pat Jollota moved and Joe Coultman seconded to retain Sharon Colby as Chair, and Jim Potts as Vice-Chair. **Motion passes. Unanimously.**

Representation of FPPB at Meetings & Events – Sharon raised the issue of when and where the FPPB should be represented. Following discussion, it was agreed that a member should attend all SFDC meetings whenever possible. Mark Kahley advised that he normally attends as a DNR representative, and will attend whenever he is able. In response to Sharon's question regarding what type of activities does the Board feel is important that they be represented at, it was suggested that all major, annual constituency conferences (Chiefs, Commissioner's, Career Firefighters, Fire Marshals, Volunteer firefighters) as well as at the Fire Service Memorial and Recruit Academy Graduations. Joe Coultman advised that the WSCFF has a Legislative Conference, as well as meeting every other month, but do not actually have an annual convention. Pam Sullivan advised that it would be beneficial to have new FPPB members attend the Recruit Academy for a day or two and observe the class structure, how things work, and observe the live fire training activities.

Joe Coultman inquired if anyone was aware the planning of any Memorial Services for 9-11. Mary advised that due to the close proximity to the Firefighter Memorial in October, that a 9-11 memorial would be included into the Firefighter Memorial Service.

Mark Kahley and Jim Broman advised that they would attend the Fire Chief's Conference in June at Ocean Shores. Mark Kahley will attend the SFDC meeting May 21, in Yakima. Sharon Colby and Mark Kahley will attend the SFDC meeting involving Private Contractors on June 18, at Douglas County Fire District #2 in East Wenatchee. Joe Coultman and TJ Nedrow will

possibly attend based on their schedules.

Mark Kahley advised that he would schedule the DNR King Air and coordinate with anyone wanting to take the flight.

Mary advised that if any Board member wanted to be onsite at a mobilization this summer to see the perspective of what mobilization is all about, to let her know, and she would make sure they get a call to go, although it would most likely be a last minute notice.

Sharon Colby advised the Washington Fire Commissioners Association has their annual barbeque July 13. Sharon will provide further details as they become available.

Sharon asked that a running tally be kept detailing the Board's expenses. Mary advised that some information could be obtained by the travel expense vouchers that were submitted. Further analysis would be necessary to determine staff costs.

Budget Package –

MOTION: TJ Nedrow moved and Pam Sullivan seconded to approve the budget piece requesting \$200,000 to establish a budget for the activities of the Fire Protection Policy Board. The recommendation includes:

1. Provide funding for travel expenses for the board and TAG's (estimate \$100,000 biennium – 8 board meetings, 8 work sessions 2003-05, Work sessions may include 5 TAGS working with Board- up to 100 persons)
2. Provide funding to assist fire departments with Fire Department Accreditation Process. (Est. \$ 100,000 biennium – Provide Technical Assistance and workshops for 25 departments per year)
3. Develop legislative package to seek appropriation authority to add four full time FTE's from the FFI funding for outreach assistance and training for smaller rural fire departments to meet the requirements of FFI basic skills. (4- FTE's - Dedicated funding from 086 account)

Motion passes. Unanimous.

TJ Nedrow advised that he has been involved with evaluating the FEMA Fire Acts Grants. There were 19,500+ grant applicants submitted to FEMA for the available amount of \$300 million. The group TJ was involved with reviewed 3,400 grants. Mary suggested trying to get copies of the successful grant applications from Washington State and then develop a "road show" to take the information out to the local jurisdictions, to help them with future grant applications. She further suggested that if we are successful in getting the 4 additional positions, through the FFI program, that they could be used to assist the local jurisdictions in completing grant applications.

GENERAL DISCUSSION

As an FYI, Sharon Colby provided information that she received at a local meeting regarding

WPS, a company that does emergency planning. The company specializes in planning ahead, especially for high-rise office buildings.

Discussion was held regarding where to go next in regard to the FPPB surveys. TJ advised that he was not comfortable with going forward on a re-write of the Master Plan or updating of the policies, without assurance of support from the fire service. Sharon advised that this was the intent of the surveys, and that although there were a limited number returned (11), she feels the Board needs to go ahead with the information they have, and review any other evaluations as they are received. To have a wider distribution, TJ suggested working with the major associations to have the surveys posted on their websites, allowing their members to download the survey, complete it and return it electronically to the SFMO. T.J. stressed that it is his feeling that to be successful in this venture, there has to be some kind of buy-off from the fire service. Sharon reiterated that she was not willing to wait for more fire service input, via evaluations, that at the next meeting work on policies would proceed, and that any other evaluations would be reviewed as they were received. Sharon clarified that it is her intent to make the FPPB, a strong, viable organization, that has a purpose, and then make their presence be felt in the fire service. In the following discussion, it was agreed that the policy relating to training would be the main issue at the July 17 Work Session.

Mary advised that the when the State Chief's Board met with WSP Chief Serpas, they requested that a Summit meeting be held in the state of Washington to begin the process of trying to determine what a comprehensive, statewide, organized training program would be. It is anticipated that this Summit, which has been tasked to the State Fire Marshal to facilitate, will be held in the Fall, and will be used to identify gaps, what is working well, delivery systems, higher education involvement and Officer Development.

Prior to the July Work Session, Sharon requested that all members read the evaluations, prioritize the policies and be prepared to have a discussion at the beginning of the Work Session, and will then begin work on the training policy.

Agenda items for the August 21, 2002, Board meeting should be directed to Sharon Colby.

Meeting adjourned at approximately 3:00.

NEXT BOARD MEETING:

August 21, 2002 – 9:00 a.m.

General Administration Building
Room G-3
210 11th Street SW
Olympia, WA

NEXT WORK SESSION:

July 17, 2002 – 9:00 a.m.

General Administration Building
Room G-3
210 11th Street SW
Olympia, WA

Sharon Colby, Fire Protection Policy Board Chair – (Date)
